

# ***Agenda***

## ***Parks, Recreation and Cultural Resources Commission***

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Monday, January 3, 2005  
Milpitas City Hall – Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

### **I. Call to Order**

### **II. Flag Salute**

### **III. Roll Call**

### **IV. Seating of Alternates**

### **V. Approval of Agenda:**

### **VI. Approval of Minutes:**

### **VII. Citizens Forum**

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

### **VIII. Announcements and Correspondence**

### **IX. New Business**

#### **1. Election of Officers**

**Background:** According to the Parks, Recreation and Cultural Resources By-Laws, Section 5. Officers, "A Chairperson and Vice Chairperson will be annually selected at the first meeting of the calendar year from the appointed members for a term of one year."

**Recommendation:** Adhere to PRCRC By-Laws and hold nominations for the 2005 Chair and Vice Chair Officers.

#### **2. California Parks and Recreation Society Conference**

**Background:** The California Parks and Recreation Society will be holding its annual conference March 10-12, 2005, in Sacramento, California. There is currently \$2,000 budgeted for the Parks, Recreation and Cultural Commission to attend local conferences. The \$2,000 conference budget would accommodate two Commissioners to attend.

**Recommendation:** Discuss and advise staff accordingly

**X. Staff Reports**

1. Parks Monthly Response Log

**XI. Liaison Reports**

1. City Council – Council Member Polanski (50<sup>th</sup> Anniversary Update)
2. Community Advisory Commission – Commissioner Ku
3. Senior Advisory Commission –
4. Planning Commission – Commissioner Tuason
5. Youth Advisory Commission - Commissioner Munzel
6. Milpitas Historical Society –
7. Arts Commission – Commissioner Krommenhock
8. Alviso Adobe Sub-committee (Commissioners McGuire, Munzel)

**XII. Future Agenda Items**

1. Condition and Maintenance of Alviso Adobe
2. Open Space Authority Money

**XIII. Adjournment**

# ***Agenda***

## ***Parks, Recreation and Cultural Resources Commission***

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Monday, February 7, 2005  
Milpitas City Hall – Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

### **I. Call to Order**

### **II. Flag Salute**

### **III. Roll Call**

### **IV. Seating of Alternates**

### **V. Approval of Agenda:**

### **VI. Approval of Minutes:**

### **VII. Citizens Forum**

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### **VIII. Announcements and Correspondence**

### **IX. New Business**

#### **1. Condition and Maintenance of the Alviso Adobe (Dennis Cuciz, Senior Maintenance Supervisor)**

**Background:** Staff will provide an update as to the condition and the maintenance of the Alviso Adobe.

**Recommendation:** Note receipt, file

#### **2. Update on Open Space Authority Funds and Alviso Adobe Renovation (Troy Fujimoto, Acting Associate Planner)**

**Background:** Staff will provide an update to the Commission on the process to access Open Space Authority Funds and their application towards the renovation of the Alviso Adobe.

**Recommendation:** Note receipt and file.

### 3. Library Naming (Mark Rogge, Principal Engineer)

**Background:** At the October 5, 2004 City Council Meeting, the City Council directed all City Commissions to discuss the Facilities Naming Subcommittee's suggestion to honor Dr. Martin Luther King Jr., and Cesar Chavez.

The subcommittee made the recommendation to name the new Library the "Milpitas Dr. Martin Luther King Jr. Library" and directed staff to develop activities and a program to celebrate Cesar Chavez Day, on or near March 31, and return to Council with a recommendation and budget.

**Recommendation:** Discuss and advise staff accordingly.

### 4. Training Workshop (Bonnie Greiner)

**Background:** California Association of Park & Recreation Commissioners & Board Members (CAPRCBM) and the City of Milpitas Recreation Services Department invite Parks and Recreation Commissioners to attend a Training Workshop on Saturday February 26, 2005, from 9:00 am to 3:00 pm. Topics will include Recreation Team; Role of Commissioners and Board Members; Advocacy; The Brown Act; and Parliamentary Procedure. The fee is waived for all City of Milpitas Commissioners. If interested, please RSVP to Frances Krommenhock.

**Recommendation:** Note receipt and file.

## X. Staff Reports

1. Parks Monthly Response Log

## XI. Liaison Reports

1. City Council – Vice Mayor Gomez
2. Community Advisory Commission – Commissioner Ku
3. Senior Advisory Commission –
4. Planning Commission – Commissioner Tuason
5. Youth Advisory Commission - Commissioner Munzel
6. Milpitas Historical Society –
7. Arts Commission – Commissioner McGuire
8. Alviso Adobe Sub-committee - Commissioner McGuire, Munzel

## XII. Future Agenda Items

## XIII. Adjournment

# ***Agenda***

## ***Parks, Recreation and Cultural Resources Commission***

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Monday, March 7, 2005  
Milpitas City Hall – Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

### **I. Call to Order**

### **II. Flag Salute**

### **III. Roll Call**

### **IV. Seating of Alternates**

### **V. Approval of Agenda:**

### **VI. Approval of Minutes:**

### **VII. Citizens Forum**

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

### **VIII. Announcements and Correspondence**

### **IX. New Business**

#### **1. Christ Community Church of Milpitas – Facility Use on March 26, 2005 at Sinnott Park (Lisa Ciardella, Public Services Assistant)**

**Background:** Christ Community Church of Milpitas is requesting use of Sinnott Park for their annual Easter Egg Hunt on March 26, 2005. As detailed in resolution 6130, any group requesting the use of a City Facility for a special event in attendance in excess of 250 participants, must be approved by the Parks, Recreation and Cultural Resources Commission. A copy of the application proposal providing details on the event is enclosed in the agenda packet for your review.

**Recommendation:** Approve applicant's request for use of Sinnott Park on March 26, 2005, for their Annual Easter Egg Hunt.

## 2. New Payment Options for Sports Center (Kerrilyn Ely, Recreation Services Supervisor)

**Background:** Periodically staff reviews the Sports Center's fee structure to ensure that our facility and program fees provide our customers the most efficient, convenient and fair payment options. Staff reviewed customer evaluations, surveyed comparable facility fees from surrounding facilities and cities and analyzed findings as they related to our existing fees and payment structures. Below find areas that staff is recommending fee structure changes:

### **Milpitas Sports Center Membership fees- add monthly and annual package options:**

Currently, the Sports Center offers members the fitness pass options that involve purchasing non-refundable "visits" in increments. This structure has received various complaints due to customer inconvenience due to need to continuously buy and add additional visits. In addition, members who workout frequently at the current \$3.00 per visit fee complain that the Sports Center is very costly for it's limited amenities. As an example, a member who works out daily would spend approximately \$72.00 per month.

***Current Sports Center Membership Passes*** – non-residents pay a annual \$25.00 fee on July 1<sup>st</sup>.

Existing MSC Fitness Pass	Adults	Seniors Resident only
Five (5) Visits	\$15.00	\$ 7.50
Ten (10) visits	\$30.00	\$15.00
Fifteen (15) visits	\$45.00	\$22.50
Twenty (20) visits	\$60.00	\$30.00

Recreation Services staff surveyed similar public and private fitness providers to compare our existing structure and identify other viable payment options that could be offered to our members. The results of this research clearly indicated that the majority of comparable facilities offer membership packages in monthly and annual increments.

Staff recommends adding the following monthly membership package options for members of the Milpitas Sports Center. Adding membership options listed below will provide our members additional payment flexibility and convenience that is not currently available. The model of packages offered below is based on a "use it or lose it" plan, which the majority of surveyed fitness clubs utilize.

**Recommended additional membership packages options for Milpitas Sports Center:**

<b>New MSC Package</b>	<b>Adults</b>	<b>Seniors Resident only (50 yrs +)</b>
Monthly Unlimited Use	\$50.00	\$25.00
Three Month Unlimited Use	\$150.00 (\$50/mo)	\$75.00
Six Month Unlimited Pass	\$ 250.00 (\$48/mo)	\$125.00
Annual Pass	\$ 450.00 (\$39/mo.)	\$225.00

The monthly payment option is a common fee structure used within the fitness club industry. These new package options provide customer convenience, encourage use of facilities, reduce staff time and provide financial incentive for purchase of long-term packages. The existing “visit” pass options will continue to be available to those members who may not wish to pay on a monthly or annual basis.

**Recommendation:** Staff is recommending approval of the following proposed fee structure adjustments as follows: Approve inclusion of recommended additional fitness packages for Milpitas Sports Center effective March 1, 2005.

**3. Review Concepts for the O’Toole Elm’s Interpretive Historical Display. (Troy Fujimoto, Acting Associate Planner)**

**Background:** In January, the City Council approved the Elmwood Residential project. As part of the approval was the requirement that the O’Toole Elm park plans, including an interpretive display commemorating the history of the trees, be reviewed and approved by the Parks, Recreation, and Cultural Resources Commission and City Council. Before detailed work begins on the content of the display, the overall design concept should be approved. KB Home has submitted three draft concept designs that are summarized below. An illustration of each concept has been provided in the Commission’s agenda packet.

**Concept A**

This concept would include an entry sign at either ends of the elm row, one sign at Abel and Main Streets. Within the rows of elm trees would be three monuments spaced equally. The monuments would be encircled by cobblestone area with a seat wall. The monument itself would have a concrete base that would replicate a cut through of a tree trunk with an etched glass feature attached to the base. On the etched glass would include an image of an elm tree with the history of Milpitas and the elms superimposed on the tree image.

**Concept B**

This concept would include an entry sign at either ends of the elm row, one sign at Abel and Main Streets. Within the rows of elm trees would be three monuments spaced equally. The monuments would be encircled by cobblestone area with a seat wall. The monument itself would have a concrete base that would include hand colored tiles with imprints from the existing elm tree and leaves painted by children. Extending from the base would be a wood panel from the Elms at the site and would include text and photos showing the history of the trees.

### Concept C

This concept would include an entry sign at either ends of the elm row, one sign at Abel and Main Streets. Within the rows of elm trees would be a concrete base between each tree that would include up lighting and a historical plaque surface mounted into each base. This would appear on either side of the trail that meanders through the double row of Elm trees. The up lighting would illuminate the entire row of trees.

**Recommendation:** Provide a recommendation on a preferred concept design to the City Council.

## **X. Staff Reports**

1. Parks Monthly Response Log

## **XI. Liaison Reports**

1. City Council – Vice Mayor Gomez
2. Community Advisory Commission – Commissioner Ku
3. Senior Advisory Commission – Commissioner Gray
4. Planning Commission – Commissioner Tuason
5. Youth Advisory Commission - Commissioner Munzel
6. Milpitas Historical Society –
7. Arts Commission – Commissioner McGuire
8. Alviso Adobe Sub-committee - Commissioner McGuire, Munzel

## **XII. Future Agenda Items**

## **XIII. Adjournment**



***Agenda***  
***Parks, Recreation and Cultural Resources Commission***

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Monday, April 4, 2005  
Milpitas City Hall – Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

- I. Call to Order
- II. Flag Salute
- III. Roll Call
- IV. Seating of Alternates
- V. Approval of Agenda:
- VI. Approval of Minutes:
- VII. Citizens Forum

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

**VIII. Announcements and Correspondence**

Recognition Certificate Distribution (Bonnie Greiner)

"Milpitas ... A Great American City on Parade" Announcement (Bonnie Greiner)

**IX. New Business**

- 1. **Presentation of 2005-2009 Capital Improvement Program (Greg Armendariz, City Engineer and Doug De Vries, Associate Civil Engineer)**

**Background:** Staff will provide an overview of the Parks section of the proposed Draft 2005-2009 Capital Improvement Program Document. The Commission advises staff on the draft document which is scheduled to be submitted to City Council on April 19, 2005.

**Recommendation:** Review Park segment projects and advise staff accordingly.

**X. Staff Reports**

1. Parks Monthly Response Log

**XI. Liaison Reports**

1. **City Council – Vice Mayor Gomez**
2. **Community Advisory Commission – Commissioner Ku**
3. **Senior Advisory Commission – Commissioner Gray**
4. **Planning Commission – Commissioner Tuason**
5. **Youth Advisory Commission - Commissioner Munzel**
6. **Milpitas Historical Society –**
7. **Arts Commission – Commissioner McGuire**
8. **Alviso Adobe Sub-committee - Commissioner McGuire, Munzel**

**XII. Future Agenda Items**

**May – No Smoking in Parks Discussion, Maple Hall Discussion**

**June 11, 2005 – Parks Tour**

**July – Meeting was cancelled per Commission on 9/13/04**

**August – Possible Channel 15 Coverage – Community Outreach for Commission**

**XIII. Adjournment**

**Agenda**  
**Parks, Recreation and Cultural Resources Commission**

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Monday, May 2, 2005  
Milpitas City Hall – Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

- I. Call to Order**
- II. Flag Salute**
- III. Roll Call**
- IV. Seating of Alternates**
- V. Approval of Agenda: May 2, 2005**
- VI. Approval of Minutes: April 4, 2005**
- VII. Citizens Forum**

Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must state their name and address for the record, and limit their remarks to under three minutes. As an unagendized item, no response is required of City staff or the Commission; however, the Commission may agendize the item for a future meeting.

**VIII. Announcements and Correspondence**

**IX. Old Business**

**1. Update on the Library Project (Mark Rogge, Capital Improvement Manager)**

**Background:** Staff will provide an update on the schematic design of the library.

**Recommendation:** Note receipt and file.

**X. New Business**

**1. Main Street Development at Maple Hall aka Pashote or Cracolice Building (Don Peoples)**

**Background:** At the February 7, 2005, Parks, Recreation and Cultural Resources meeting, Don Peoples, provided an extensive overview of the history of Maple Hall and the site. He felt it is an important part of the Downtown area and when redeveloped would be a vibrant area of shops, professional offices, restaurants, and residences. He

also provided an overview of what the building is today, a history of what it was in the past, some potential possibilities of what could be done in the future, and distributed these items to the Commission with an artists rendering of area from a recent public hearing and rough guesstimate on potential costs. He explained the current zoning is mixed use. He felt that under community ownership, a Maple Hall could be restored to 1900 documented physical condition and used in a manner consistent with its past.

The following were some potential ideas from Don Peoples for the facility:

- The upper floor could be returned to a 60 X 60 room which could be used for a community meeting by the public including the Milpitas Historical Society, Milpitas Downtown Association, Chamber of Commerce, and possibly a variety of other groups (Boy/Girl Scouts, YMCA, Cultural/Religious groups). This would require an addition at the rear of the building to house an elevator, stairs and ADA compliant restrooms.
- The ground floor could be leased to up to four different tenants and uses. Ideal tenants would be restaurants, antique shops, general merchandise, professional/medical offices. One ideal tenant for a portion of the building would be the Milpitas Chamber of Commerce.
- The front façade and sidewalk completely restored in a manner that would be historically correct and complimentary to adjacent redevelopment.
- The Farmhouse and surrounding grounds could be restored and serve as Downtown park space. Historical items such as farm equipment, fire truck, or even blacksmithing equipment could be displayed.

Don Peoples requested the Commission consider this project for study and discussion purposes. He thought it would be a great idea if they got involved to see what's possible. He indicated that there could be several revenue streams that possibly could be applied for this project. For example, redevelopment of properties in the Downtown area will require substantial fees from developers for parks and requirements for open space. He said, if this project is deemed feasible and important to our community, there is an opportunity that will be only available for a short time, so he suggested they discuss it sooner than later.

The Commission questioned if Maple Hall was designated as a designated Cultural Resources site. James Lindsey, Acting Planning Manager, reported Maple Hall was not designated as a Cultural Resources site listing. Chairperson Munzel reported it was not a Cultural Resources site as the facility had been modified several times over the years. Don Peoples, felt the building could easily be put back to reflect the year it was built regardless of the modifications made. He indicated the site is currently being used for low rent apartments.

The Commission requested to agendaize this item for discussion at their May meeting.

**Recommendation:** Receive report on Pashote building.

**2. Landscape Improvements at Hetch-Hetchy, between Coelho St. and Washington Drive (City Staff)**

**Background:** Staff has been working on landscape and irrigation improvement plans for Hetch-Hetchy between Coelho Street and Washington Drive, as part of a Capital Improvements project. These improvements include:

- 1) Improved pathway
- 2) Improved landscape and irrigation
- 3) Eliminate existing big shrubs that pose potential safety issues

Staff is now ready to complete the improvement plans, move forward to City Council for plan approval and schedule construction.

**Recommendation:** Receive staff report.

**3. Milpitas Sports Center Circulation Improvement Plans Update (City Staff)**

**Background:** On May 4, 2004, staff presented PRCRC a conceptual plan for improving automotive and pedestrian circulation at the Sports Center. This new plan was also presented and favorably reviewed by City Council, City staff, Milpitas Unified School District staff, including Superintendent Dr. Karl Black.

Staff will be providing PRCRC with a project update. This update will include:

- 1) Highlights
  - New parking areas east of the school and northeast side of the Sports Center
  - Improved parking north, northwest and west of the Sports Center
  - Increased overall total parking stalls
  - Future access between east and west parking lot
  - Landscaped frontage along Calaveras Boulevard
  - West parking lot improvements
  - Align east Calaveras Boulevard entrance with Carnegie Drive
  - Lighted walkways throughout the school and Sports Center site
- 2) Funding update
- 3) Proposed phasing
- 4) Next steps
  - Complete environmental review (currently in process; April 21 - May 10)
  - Neighborhood meeting scheduled for Monday, May 9, beginning 6:30 pm at the Sports Center Conference room
  - City Council plan approval

- Construction

**Recommendation:** Receive staff update report and provide staff with recommendations for consideration by City Council.

**4. Schedule June 2006 Park Tour and the possible cancellation of July 3, 2006, Parks, Recreation and Cultural Resources Commission Meeting – (Bonnie Greiner, Recreation Services Manager)**

**Background:** To provide accurate dates and information for the 2006 City Calendar, the Commission should determine which Saturday they would like to schedule their annual park tour and whether the Commission will hold their July 3, 2006, meeting.

**Recommendation:** Discuss and advise staff accordingly.

**X. Staff Reports**

1. Parks Monthly Response Log

**XI. Liaison Reports**

1. City Council – Vice Mayor Gomez
2. Community Advisory Commission – Commissioner Ku
3. Senior Advisory Commission – Commissioner Gray
4. Planning Commission – Commissioner Tuason
5. Youth Advisory Commission - Commissioner Munzel
6. Milpitas Historical Society –
7. Arts Commission – Commissioner McGuire
8. Alviso Adobe Sub-committee - Commissioner McGuire, Munzel

**XII. Future Agenda Items**

**June 11, 2005 – Parks Tour (Selwyn, Hall Park Tennis Courts/Hall Lagoon, Parc Metro)**

**July – Meeting was cancelled per Commission on 9/13/04**

**August – Possible Channel 15 Coverage – Community Outreach for Commission, No Smoking in Parks Discussion**

### **XIII. Adjournment**

#### **KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review. A free copy of the Open Government Ordinance is available from the City Clerk's Office.

*Post on City Hall Notice Board at least 72 hours prior to meeting (Send 2 copies to Information Desk)*

*FAX to Milpitas Post*

**Send electronic copy to Web Master for posting on Website**

*Send copies with any backup materials to Subcommittee Members*

*Send copies of agenda to remaining Council members, City Manager, City Attorney*

**Agenda**  
**Parks, Recreation and Cultural Resources Commission**

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Saturday June 11, 2005

***Milpitas Community Center, Room 7/8***

457 E. Calaveras Blvd.

9:00 AM

- I. Call to Order
- II. Flag Salute
- III. Roll Call
- IV. Seating of Alternates
- V. Approval of Agenda: June 11, 2005
- VI. Approval of Minutes: May 2, 2005
- VII. Citizens Forum

Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must state their name and address for the record, and limit their remarks to under three minutes. As an unagendized item, no response is required of City staff or the Commission; however, the Commission may agendize the item for a future meeting.

**VIII. Announcements and Correspondence**

**IX. Staff Reports**

- 1. Parks Monthly Response Log

**X. Liaison Reports**

- 1. City Council – Vice Mayor Gomez
- 2. Community Advisory Commission – Commissioner Ku
- 3. Senior Advisory Commission – Commissioner Gray
- 4. Planning Commission – Commissioner Tuason
- 5. Youth Advisory Commission - Commissioner Munzel
- 6. Milpitas Historical Society –
- 7. Arts Commission – Commissioner McGuire
- 8. Alviso Adobe Sub-committee - Commissioner McGuire, Munzel

**XI. Future Agenda Items**

**July – Meeting was cancelled per Commission on 9/13/04**



**August – Possible Channel 15 Coverage – Community Outreach for  
Commission, No Smoking in Parks Discussion**

**XII. Adjournment**

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**Park Tour Schedule**

**Location**

- 1 - Selwyn Park
- 2 - Hall Park Tennis Courts and Lagoon
- 3 - Park Metro

**REVISED**

## ***Agenda***

### ***Parks, Recreation and Cultural Resources Commission***

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Monday, August 1, 2005  
Milpitas City Hall – Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

#### **I. Call to Order**

#### **II. Flag Salute**

#### **III. Roll Call**

#### **IV. Seating of Alternates**

#### **V. Approval of Agenda: August 1, 2005**

#### **VI. Approval of Minutes: June 11, 2005**

#### **VII. Citizens Forum**

Members of the audience are invited to address the Commission on any subject not on the Agenda. Speakers must state their name and address for the record, and limit their remarks to under three minutes. As an unagendized item, no response is required of City staff or the Commission; however, the Commission may agendize the item for a future meeting.

#### **VIII. Announcements and Correspondence**

- Certificates of Re-Appointment
- Alviso Adobe Rehabilitation Documents

#### **IX. New Business**

##### **1. Smith/Devries House (Staci Pereira, Assistant Planner)**

**Background:** On December 6, 2004, the Commission reviewed the Draft Environmental Impact Report (EIR) for projects along North Main Street, which include the new City library, County medical clinic, a senior housing development and two public parking garages. The EIR identified seven (7) architectural cultural resources within the North Main Street project area, one being the DeVries home. The Senior Housing project proposed on the existing DeVries house property provides the financing necessary to rehabilitate the house and incorporate it into the project. As proposed, the house would be relocated to the southeast corner of the site and a new 4-story building would be constructed adjacent to it. To have a successful senior housing project, the

associated outbuildings and landscaping could not be preserved. The project proposes to preserve the residence's façade by replacing broken windows and damaged stucco and would provide minor modifications that would allow for the adaptive reuse of the building for seniors and be ADA accessible. As required by the mitigation measures in the EIR an architectural (photographic) and historical documentation of the property will be required prior to relocation of the house.

**Recommendation:** Recommend approval to City Council the proposed reuse and rehabilitation of the DeVries House.

## **2. No Smoking In City Parks (Bonnie Greiner, Recreation Services Manager)**

**Background:** At the commission's request this item has been placed on the agenda for discussion. Attached is the California Health and Safety Code, Section 104495, Smoking Near Playgrounds. Currently the City of Milpitas does not have a smoking ordinance in place pertaining to city parks. In 2003, the City of Milpitas adopted an ordinance prohibiting smoking within 25 feet of all city owned buildings.

**Recommendation:** Review agenda item and provide staff with direction as to specific action if necessary.

## **3. Community Outreach for Commissions – Possible Channel 15 Coverage (Chairperson Munzel)**

**Background:** At the Commission's request this item has been placed on the agenda for discussion.

**Recommendation:** Review agenda item and provide staff with direction as to specific action if necessary.

## **4. Request for Proposal for Sale and Relocation of the "Blacksmith Shop" building at 112 N. Main Street – Mark Rogge (Principal Engineer)**

**Background:** On August 2, 2005 the City's Redevelopment Agency acquired real property, consisting of two parcels (Assessor's Parcel Numbers 282-40-026 and 282-40-020) at 112 North Main Street, for the construction of the City's new Library and Midtown East Parking Garage. All structures on the newly acquired property must be removed and the site cleared for construction. The property contains the former "Winsor Blacksmith Shop" building built in 1926.

The Environmental Impact Report for the North Main Street Development project found that the Winsor Blacksmith Shop meets the definition of a historical resource under the California Environmental Quality Act (CEQA), and included several mitigation measures:

After property acquisition the City shall offer the Winsor Blacksmith Shop for purchase to be removed from the property at buyer's expense and transferred to a new lot within Milpitas. Title to the building shall be transferred subject to a covenant that requires preservation of the building's historic features. If no bids are received or if building relocation is not feasible, the City will produce a full set of Historic American Building Survey (HABS)-style photo documentation, a history of the Winsor Blacksmith Shop, and a brochure; and salvage architectural elements and boards with brands from the building and incorporate them into a display.

A Request for Proposals (RFP) was prepared by staff, which offers the building for sale and removal in accordance with the above requirements. The RFP also establishes other standard City requirements for risk management and safety as well as a time schedule. The schedule is important since there is a considerable amount of site preparation work, including hazardous material abatement that must occur before construction of the parking garage can begin.

In compliance with City procedures to dispose of City property the City Council should make a finding that the buildings and material on the newly acquired City property is surplus and suitable for disposal.

**Recommendation:** Approve the Request for Proposals (RFP) to offer the "Winsor Blacksmith Shop" for sale and removal, and authorize staff to advertise the RFP.

## **IX. Staff Reports**

1. Parks Monthly Response Log

## **XI. Liaison Reports**

1. City Council – Vice Mayor Gomez
2. Community Advisory Commission – Commissioner Ku
3. Senior Advisory Commission – Commissioner Gray
4. Planning Commission – Commissioner Tuason
5. Youth Advisory Commission - Commissioner Munzel
6. Milpitas Historical Society –
7. Arts Commission – Commissioner McGuire
8. Alviso Adobe Sub-committee - Commissioner McGuire, Munzel

## **XII. Future Agenda Items**

- September - Alviso Adobe Rehabilitation

## **XIII. Adjournment**

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# *Agenda*

## *Parks, Recreation and Cultural Resources Commission*

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Monday, September 12, 2005  
Milpitas City Hall – Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

### **I. Call to Order**

### **II. Flag Salute**

### **III. Roll Call**

### **IV. Seating of Alternates**

### **V. Approval of Agenda: September 12, 2005**

### **VI. Approval of Minutes: August 1, 2005**

### **VII. Citizens Forum**

Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must state their name and address for the record, and limit their remarks to under three minutes. As an unagendized item, no response is required of City staff or the Commission; however, the Commission may agendize the item for a future meeting.

### **VIII. Announcements and Correspondence**

### **IX. New Business**

#### **1. Consideration of Removal or Demolition of the “Winsor Blacksmith Shop” (Mark Rogge, Principal Engineer)**

**Background:** Staff will provide a brief presentation on the results of the Request for Proposals for sale and removal of the “Winsor Blacksmith Shop” and the next steps in the process to prepare the site for construction of the new library and parking garage.

On August 1, 2005 the Parks, Recreation and Cultural Resources Commission (PRCRC ) heard a staff presentation on offering the “Weller Blacksmith Shop” for sale and removal, and recommended that the City Council approve a Request for Proposals for this purpose.

On August 2, 2005 the City’s Redevelopment Agency acquired real property, consisting of two parcels (Assessor’s Parcel Numbers 282-40-026 and 282-40-020) at 112-116 North Main Street, for the construction of the City’s new Library and Midtown East Parking Garage.

In accordance with the CEQA Environmental Impact Report, certified in January 2005, and the approved library and east garage conceptual design plans, all structures on the newly acquired property must be removed and the site cleared for construction. The property contains the former “Winsor Blacksmith Shop” building built in 1926. The EIR included a mitigation measures to offer the building for sale and removal prior to demolition of the “Winsor Blacksmith Shop.”

On August 16, 2005 the City Council declared the buildings and chattel property at 112-116 North Main Street as surplus and suitable for disposal in accordance with City policy, and approved the Request for Proposals (RFP) to offer the “Winsor Blacksmith Shop” for sale and removal, and authorized staff to advertise the RFP.

The RFP was advertised in the newspaper, sent to the PRCRC and Milpitas Historical Society and published on the City’s website. Pre-proposal meetings were held on August 23, and September 1, 2005. Two people from the Milpitas Historical Society attended to obtain information. No responses or proposals were received by the due date of September 7, 2005. Therefore, the buildings and the site will be cleared for future construction of the library and parking garage.

The Environmental Impact Report established other mitigation measures to be done after offering the building for sale and removal, and prior to demolition of the building, including: producing a full set of Historic American Building Survey (HABS)-style photo documentation, a history of the Winsor Blacksmith Shop, and a brochure, and to salvage architectural elements and boards with brands from the building and incorporate them into a display.

Removal or demolition of a cultural resource is regulated under the City’s Cultural Resources Preservation Ordinance, which calls for the Commission to consider whether the proposed work would detrimentally alter, destroy or adversely affect any exterior architectural feature, and for the City Council to consider the findings and recommendations of the PRCRC and hold a Public Hearing. At the conclusion of the public hearing the City Council may grant the permit forthwith or delay the approval of the permit for 180 days, and may impose reasonable conditions.

**Recommendation:** Staff requests the PRCRC to consider the information and make findings and recommendations. Examples of those would be:

Findings

1. Demolition of the “Winsor Blacksmith Shop” will detrimentally alter, destroy or adversely affect the exterior architectural features.

2. The City offered the building for sale and relocation, in accordance with mitigation measures in the EIR, and received no proposals.
3. The library and associated garage plan was designed around restoring and preserving the historic Milpitas Grammar School building, and the plan for the new library and associated garage is dependent upon removal of the “Winsor Blacksmith Shop.”

#### Recommendations

4. In light of the findings, the demolition of the “Winsor Blacksmith Shop” should be conditioned upon the following requirements:
  - a. prior to demolition, a full set of Historic American Building Survey (HABS)-style photo documentation shall be made;
  - b. a history of the “Winsor Blacksmith Shop” shall be prepared and published in a brochure, made available at the library; and
  - c. architectural elements such as boards with brands from the building shall be preserved and incorporated into a display.

Staff will bring the findings and recommendations of the PRCRC to a public hearing at the City Council meeting on September 20, 2005. Staff will also report back to the PRCRC on the historical documentation, preservation, and display measures associated with the Blacksmith Shop.

#### **IX. Staff Reports**

1. Parks Monthly Response Log

#### **XI. Liaison Reports**

1. City Council – Vice Mayor Gomez
2. Community Advisory Commission – Commissioner Ku
3. Senior Advisory Commission – Commissioner Gray
4. Planning Commission – Commissioner Tuason
5. Youth Advisory Commission - Commissioner Munzel
6. Milpitas Historical Society – Commissioner Burrill
7. Arts Commission – Commissioner McGuire
8. Alviso Adobe Sub-committee - Commissioner McGuire, Munzel

#### **XII. Future Agenda Items**

- Alviso Adobe Rehabilitation

#### **XIII. Adjournment**



## **IX. Staff Reports**

1. Parks Monthly Response Log

## **XI. Liaison Reports**

1. City Council – Vice Mayor Gomez
2. Community Advisory Commission – Commissioner Ku
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6. Milpitas Historical Society –
7. Arts Commission – Commissioner McGuire
8. Alviso Adobe Sub-committee - Commissioner McGuire, Munzel

## **XII. Future Agenda Items**

- September - Alviso Adobe Rehabilitation

## **XIII. Adjournment**

### **KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE**

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# *Agenda*

## *Parks, Recreation and Cultural Resources Commission*

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Monday, October 3, 2005  
Milpitas City Hall – Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

### **I. Call to Order**

### **II. Flag Salute**

### **III. Roll Call**

### **IV. Seating of Alternates**

### **V. Approval of Agenda: October 3, 2005**

### **VI. Approval of Minutes: September 12, 2005**

### **VII. Citizens Forum**

Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must state their name and address for the record, and limit their remarks to under three minutes. As an unagendized item, no response is required of City staff or the Commission; however, the Commission may agendize the item for a future meeting.

### **VIII. Announcements and Correspondence**

### **IX. Old Business**

#### **1. No Smoking In Parks Discussion Continued (Bonnie Greiner, Recreation Services Manager)**

At the August 1, 2005 PRCRC meeting the Commission discussed Smoking in Public Parks. After much discussion, the Commission directed to staff to return with this item in October for further discussion. At the August 16, 2005 City Council meeting, the Council Motioned: to recommend the Parks, Recreation, and Cultural Resources Commission (PRCRC) continue its own investigation and gauge citizen concerns on the subject of additional regulation of smoking in and around public parks.

Attached find the minutes of the August 1 discussion.

**Recommendation:** Review no smoking in City of Milpitas Public Parks and provide staff with direction to forward to the City Council as requested.

### **X. New Business**

#### **1. KB/ELMWOOD PUBLIC PARK EQUIPMENT, FIXTURES AND FURNISHINGS: (Staci Pereira, Assistant Planner)**

The City Council approved the KB/Elmwood Residential Development on January 8, 2005. The project includes the development of 683 residential units (single family, townhome and

condominiums) on 35 acres on S. Abel Street near Curtis Avenue. Public improvements associated with the development include the construction of three new public parks, known as Hetch-Hetchy Park, Penitencia Park and Elm Park. Condition of Approval No. 35 of the development, required the park equipment, fixtures and furnishings for the city-dedicated parks (i.e. Penitencia and Elm Parks) to be reviewed and approved by the Park, Recreation, Cultural Resources Commission (PRCRC) and the City Council.

The park features proposed in the attached booklet include water fountains, benches, trash receptacles, shade structures, restrooms, play structures, lights, picnic tables and tennis and basketball court amenities. City staff including Planning, Recreation, Engineering and Park Maintenance has reviewed the proposed equipment and fixtures and recommends minor conditions to ensure the design and appearance of the restrooms compliment the new residential buildings.

**Recommendation:**

Recommend approval to the City Council of the proposed public park equipment, fixtures and furnishings for the Penitencia and Elm Parks subject to the following two conditions:

1. The pre-fabricated restrooms shall use the same concrete tiles and be painted a similar or complimentary color as the approved residential buildings.
2. The applicant shall provide Public Works (Parks Maintenance) with additional roof tiles for future repairs.

**2. Youth Sports Grant Assistance (Kerrilyn Ely, Recreation Services Supervisor)**

On October 20, 2005 the Milpitas City Council approved and appropriated \$8,000.00 for the Youth Sports Assistance Fund for the 2005-2006 budget year. Included in the Commission packet for review and consideration are two (2) Youth Sports grant applications:

One (1) Organizational Youth Sports Assistance Fund Application was received from **Red Devil's Youth Baseball Program, requesting \$1,000.00** to offset travel expense costs for regional baseball tournament held in Las Vegas, Nevada on October 28- 30, 2005.

One (1) Organizational Youth Sports Assistance Fund Application was received from **Southpawprep, requesting \$1,000.00** to offset the cost of purchasing team traveling first aid kits, sports tape and a electric ball pump for practices and games.

**Both applicants meet the eligibility for the grant process. Staff has reviewed the items requested and has found that the requested items meet the application guidelines, under the section, "Acceptable Funding consideration will be given, page 2 item #3 states; "To one time activities or capital equipment purchases designed to address a need or problem which organization cannot routinely finance".**

There is currently a **balance of \$8,000.00** in the 2005-2006 Youth Sports Assistance Fund.

**Recommendation:**

Staff is recommending that the PRCRC review applications. Staff would recommend approval of two (2) group requests for \$1,000.00 to Red Devil's Baseball and \$1,000.00 to Southpawprep, **leaving a balance of \$ 6,000.00 for the remainder of the fiscal year.**

## **XI. Staff Reports**

1. Parks Monthly Response Log

## **XII. Liaison Reports**

1. City Council – Vice Mayor Gomez
2. Community Advisory Commission – Commissioner Ku
3. Senior Advisory Commission – Commissioner Gray
4. Planning Commission – Commissioner Tuason
5. Youth Advisory Commission - Commissioner Munzel
6. Milpitas Historical Society – Commissioner Burrill
7. Arts Commission – Commissioner McGuire
8. Alviso Adobe Sub-committee - Commissioner McGuire, Munzel
9. Video Sub-committee- Commissioner Burrill, Ku and Munzel

## **XIII. Future Agenda Items**

- Alviso Adobe Rehabilitation

## **XIV. Adjournment**

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# *Agenda*

## *Parks, Recreation and Cultural Resources Commission*

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Monday, November 7, 2005  
Milpitas City Hall – Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

### **I. Call to Order**

### **II. Flag Salute**

### **III. Roll Call**

### **IV. Seating of Alternates**

### **V. Approval of Agenda: November 7, 2005**

### **VI. Approval of Minutes: October 3, 2005**

### **VII. Citizens Forum**

Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must state their name and address for the record, and limit their remarks to under three minutes. As an unagendized item, no response is required of City staff or the Commission; however, the Commission may agendize the item for a future meeting.

### **VIII. Announcements and Correspondence**

### **IX. Old Business: None**

### **X. New Business**

#### **1. Youth Sports Grant Request (Kerrilyn Ely, Recreation Services Supervisor)**

On September 20, 2005 the Milpitas City Council approved and appropriated \$8,000.00 for the Youth Sports Assistance Fund for the 2005-06-budget year. Included in the Commission packet for review and consideration are three (3) Group and one (1) Individual Youth Sports grant applications

One (1) Organizational Youth Sports Assistance Fund Application was received from Milpitas PAL Soccer Program, requesting \$1,000.00 to offset field paint, soccer balls, soccer nets and field paint sprayer for use during the 2005-06 soccer season.

One (1) Organizational Youth Sports Assistance Fund Application was received from Milpitas Youth Soccer Club, requesting \$1,000.00 to offset cost of purchasing storage boxes for protection of equipment for the 2005-06 soccer season.

One (1) Organizational Youth Sports Assistance Fund Application was received from Milpitas PAL Football, requesting \$1,000.00 to offset cost of purchasing ten (10) replacement sets of football shoulder pads and helmets and sponsorship of Milpitas youth in the football and cheer program during the 2005-06 football season.

Applicants meet the eligibility for the grant process. Staff has reviewed the items requested and has found that the requested items meet the application guidelines, under the section, "Acceptable Funding consideration will be given, page 2 item #3 states; "To one time activities or capital equipment purchases designed to address a need or problem which organization cannot routinely finance".

One (1) Individual Youth Sports Assistance Fund Application was received from Martin McKeefery, requesting \$500.00 to offset cost of competing in the 9<sup>th</sup> Annual RACEeiver Legends Car and Thunder Roadster Road Course World Finals in Sonoma on November 10-12th, 2005.

This individual application falls within the guidelines, under section, "Funding consideration will be given", item #4 states; "As an event occurring where additional funding is required for a special event where participants are advancing beyond the normal spectrum of league play, hence additional expenses."

There is currently a balance of \$6,000.00 in the 2005-06 Youth Sports Assistance Fund.

**Recommendation:**

Staff is recommending that the PRCRC review and approve three (3) group requests for \$1000.00 each to Milpitas PAL Soccer, Milpitas Youth Soccer Club and Milpitas PAL Football and \$500.00 individual grant to Martin McKeefery, leaving a balance of \$2500.00 for the remainder of the fiscal year

**2. Child Care Grant Request (Toby Librande, Child Care Coordinator)**

The purpose of this fund is to increase program quality in Milpitas family child care homes. By submitting a grant request to the City, approved Milpitas family child care providers have the opportunity to purchase services and supplies which will create safer and more enriching environments for children. A family child care home is defined as a business, licensed to provide child care services in the provider's primary residence. All family child care homes are described as small or large, depending on the number and ages of children cared for, but can serve no more than 14 children.

The City Council approved \$6000 for the Family Child Care Assistance Fund for FY 2005-2006. All of these funds are currently available for distribution. Per the Policies and Procedures, applicants are eligible for a maximum grant allocation of \$500 with priority funding status being granted to providers caring for children with special needs. The Policies and Procedures are included in the Commission's packet. Effective FY 2004/2005, the Family Child Care Assistance Fund Grant Application asks for client data regarding resident/work status of the clients of the providers. The summary of this data for FY 2004/2005 and 2005/2006 is also included in the Commission's packet.

Fifteen family child care providers submitted applications for funding assistance to be reviewed at the November 7, 2005, Parks, Recreation and Cultural Resources Commission (PRCRC) meeting. One provider requested to have her application removed from consideration, leaving fourteen active grant applications. Each applicant meets the eligibility requirements and is eligible for full funding. Please see the summary table Family Child Care Assistance Fund Grant Applications Matrix FY 2005/2006 for details regarding each provider's request and a funding allocation recommendation conceptual framework. Additional details are available by reviewing the grant applications included in the Commission's packet.

**Staff Recommendation to**

- Fund Fauzia Salim at the full \$500 grant level as she currently serves a child with special needs.
- Fund Nasreen Mohammed and Hong Tang at \$475. Both of these providers have never received grant funding from the City.

- Fund Elba Chagolla, Sik Kwok, and Francisca Diaz at \$450. These providers have been funded for one prior fiscal year.
- Fund Judy Ligon, Donna Egusa, Sherry Clanton, Phyllis Corriea, Rosa Ruiz, Kim Lagman, Yan Ding, Samiha (Suzie) Samawi at \$400. Each of these providers has received funding for two or more prior fiscal years.

Should recommendations be approved, all Family Child Care Assistance Funds would be allocated for the remaining 2005/2006 fiscal year.

### **3. Receive Progress Report on Library (Mark Rogge, Principal Engineer)**

Staff will provide an update and brief presentation on the Library design progress.

#### **Recommendation:**

Note, receive and file.

### **XI. Staff Reports**

1. Parks Monthly Response Log

### **XII. Liaison Reports**

1. City Council – Vice Mayor Gomez
2. Community Advisory Commission – Commissioner Ku
3. Senior Advisory Commission – Commissioner Gray
4. Planning Commission – Commissioner Tuason
5. Youth Advisory Commission - Commissioner Munzel
6. Milpitas Historical Society – Commissioner Burrill
7. Arts Commission – Commissioner McGuire
8. Alviso Adobe Sub-committee - Commissioner McGuire, Munzel
9. Video Sub-committee- Commissioner Burrill, Ku and Munzel

### **XIII. Future Agenda Items**

- Alviso Adobe Rehabilitation- December

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# ***REVISED***

## ***Agenda*** ***Parks, Recreation and Cultural Resources Commission***

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Monday, December 5, 2005  
Milpitas City Hall – Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

### **I. Call to Order**

### **II. Flag Salute**

### **III. Roll Call**

### **IV. Seating of Alternates**

### **V. Approval of Agenda: December 5, 2005**

### **VI. Approval of Minutes: November 7, 2005**

### **VII. Citizens Forum**

Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must state their name and address for the record, and limit their remarks to under three minutes. As an unagendized item, no response is required of City staff or the Commission; however, the Commission may agendize the item for a future meeting.

### **VIII. Announcements and Correspondence**

### **IX. Old Business: None**

### **X. New Business**

#### **1. Youth Sports Grant Requests (Kerrilyn Ely, Recreation Services Supervisor)**

On September 20, 2005 the Milpitas City Council approved and appropriated \$8,000.00 for the Youth Sports Assistance Fund for the 2005-2006-budget year. Included in the Commission packet for review and consideration are one (1) Individual and one (1) Organizational Youth Sports grant application:

One (1) Individual Youth Sports Assistance Fund Application was received from **A.J. Almaraz**, **requesting \$500.00** to offset travel expense costs to attend a national invitation only “TourneySport” baseball tournament held in Oahu, Hawaii from December 28, 2005 to January 5, 2006.

**This individual application falls within the guidelines, under section, “Funding consideration will be given”, item #4 states; “As an event occurring where additional funding is required for a special event where participants are advancing beyond the normal spectrum of league play, hence additional expenses.”**

One (1) Organizational Youth Sports Assistance Fund Application was received from **Milpitas North Little League**, **requesting \$1000.00** to offset the cost of purchasing one set of safety bases for \$400.00 and \$600.00 to provide seven to eight eligible Milpitas youth scholarships for the 2005-06 Little League season.



This organizational application meets the eligibility for the grant process. Staff has reviewed the items requested and has found that the requested items meet the application guidelines, under the section, “Acceptable Funding consideration will be given, page 2 item #3 states; “To one time activities or capital equipment purchases designed to address a need or problem which organization cannot routinely finance”.

There is currently a **balance of \$2,500.00** in the 2005-06 Youth Sports Assistance Fund.

**Recommendation:**

Staff is recommending that the PRCRC review and approve one (1) Individual request for \$500.00 to A.J. Almaraz and one (1) Organizational request for \$1,000.00 to Milpitas North Little League for \$1,000.00 leaving a **grant fund balance of \$1,000.00 for the remainder of the fiscal year.**

**2. Commission Work Plan for 2006 (Bonnie Greiner, Recreation Services Manager)**

Included in the Commissions packet is a copy of Parks, Recreation and Cultural Resources Commission 2004 Work Plan.

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**Recommendation:** Review 2004 Work Plan and Discuss and develop 2006 Work Plan.

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**3. Receive Progress Report on Library (Mark Rogge, Principal Engineer)**

Staff will provide an update and brief presentation on the Library design progress.

**Recommendation:**

Note receipt and file.

**XI. Staff Reports**

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**1. Parks Monthly Response Log**

**XII. Liaison Reports**

1. City Council – Vice Mayor Gomez
2. Community Advisory Commission – Commissioner Ku
3. Senior Advisory Commission – Commissioner Gray
4. Planning Commission – Commissioner Tuason
5. Youth Advisory Commission - Commissioner Munzel
6. Milpitas Historical Society – Commissioner Burrill
7. Arts Commission – Commissioner McGuire
8. Alviso Adobe Sub-committee - Commissioner McGuire, Munzel
9. Video Sub-committee- Commissioner Burrill, Ku and Munzel

**XIII. Future Agenda Items**

- Alviso Adobe Rehabilitation- January
- Election of Officers- January

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